



The State of New Hampshire  
**DEPARTMENT OF ENVIRONMENTAL SERVICES**

**Thomas S. Burack, Commissioner**



December 30, 2008

Dear Program Director/Center Director/Applicant:

The Department of Environmental Services would like to inform you on the current responsibilities of a **non-transient/non-community public water system** as defined in the New Hampshire Safe Drinking Water Act and NH Administrative Rules Env-Ws 300. Any child care agency which is licensed for 25 or more children, operates during 6 or more calendar months of the year, and which has an independent, on site, water supply source, (in other words, is not on a town or city water supply), is considered to be operating a **non-transient/non-community public water supply system**. For additional information, please refer to the Environmental Fact Sheet WD-WSEB-14-2, Overview of Responsibilities or Operating a Public Non-transient/Non-community Water System. The Environmental Fact Sheet 14-2 is now available on line at <http://des.nh.gov/organization/commissioner/pip/factsheets/dwgb/index.htm>.

All **non-transient/non-community** water systems are required under state and federal law to:

- 1) Regularly monitor for bacteria. A system is initially required to monitor quarterly for bacteria. After a year, a system may be eligible to reduce bacteria monitoring to twice a year.
  - 2) Sample for lead and copper as required under the Lead & Copper Rule. This entails, on average, 5 samples taken twice during the first year. Again, depending on results, the subsequent number of required samples may vary.
  - 3) Chemical monitoring as a non community non transient, you are eligible to apply for sampling waivers. By obtaining sampling waivers and implementing measures to help protect your drinking water source(s) from contamination, you can save costs by reducing the frequency of testing for VOC's and SOC's. Approximately 76% of eligible water systems participate in the waiver program. Waivers are granted based on source protection criteria. A water system must be in compliance with the Drinking Water and Groundwater (DWGB) rules to participate. The application process is not difficult, it is free to apply, and help is available. More information about the program is available at <http://des.nh.gov/organization/divisions/water/dwgb/dwspp/waivers/index.htm>.
- A schedule is assigned once a system is enrolled in the NH Public Water System Program. A Master Sampling Schedule will be mailed to you which specifies your sampling requirements. The master sampling schedules and all analysis request forms are available on line at [http://www2.des.state.nh.us/OneStop/Public\\_Water\\_Systems\\_Query.aspx](http://www2.des.state.nh.us/OneStop/Public_Water_Systems_Query.aspx)
  - A list of accredited laboratories that offer drinking water testing services may be found under <http://des.nh.gov/organization/divisions/water/dwgb/index.htm>.
  - You will also be required to maintain copies of the sampling records on site.

*Note: All sample analysis must be conducted by a properly certified/accredited laboratory.*

DES Web Site: [www.des.nh.gov](http://www.des.nh.gov)

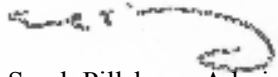
P.O. Box 95, 29 Hazen Drive, Concord, New Hampshire 03302-0095

Telephone: (603) 271-2513 Fax: (603) 271-5171 TDD Access: Relay NH 1-800-735-2964

- 4) Undergo a sanitary survey (or water system inspection) once every three years. The DES staff conducts the survey at no cost to the water system.
- 5) Pay an annual Permit to Operate fee. This fee is currently \$150.00 for non-transient/non-community system.
- 6) Retain a NH certified water system operator. To meet this requirement, the owner(s) may hire a NH certified operator, may become certified by taking the examination, or may have an individual associated with the water system become certified. The cost of the very small systems grade CIA examination is \$50.00. The renewal period for certification is two years and the renewal fee is \$50.00. Within each two-year renewal period, a minimum of five hours continuing education is required to maintain certification.

If your childcare agency meets the criteria in the first paragraph of this letter, and/or if you have any questions, you should direct your call to Linda Thompson by email at [linda.thompson@des.nh.gov](mailto:linda.thompson@des.nh.gov) or at (603) 271-3544. Questions regarding your license should be directed to the Child Care Licensing Bureau (603) 271-4624.

Sincerely,



Sarah Pillsbury, Administrator  
Drinking Water and Groundwater Bureau